

April 27, 2020

Via Email

Lisa Marshall
Missouri Department of Higher Education & Workforce Development
P.O. Box 1087
Jefferson City, MO 65102

Dr. Sam Page, St. Louis County Executive
County Administration Building
41 South Central Ave
Clayton, MO 63105

Re: Announcement of Planned Action

Dear Lisa Marshall and Dr. Sam Page:

As a result of a series of unforeseen local governmental shutdown orders and federal and CDC guidance recommending social distancing surrounding the coronavirus natural disaster, Enterprise Holdings (“Enterprise”) experienced a dramatic downturn in business. Enterprise did not believe there was a reasonable probability the downturn would last more than six months; indeed, it was Enterprise’s belief the downturn would last approximately one month. However, in light of the recent extension of applicable governmental shutdown orders, intervening and extended federal and CDC guidance regarding social distancing, and additional data and analysis revealing the impact of the COVID-19 crisis on Enterprise’s financial condition, Enterprise has realized that additional action is necessary. Such additional action includes permanent terminations of employees, including of some employees who had previously been placed on temporary layoff.

Enterprise was unable to provide more notice of this action because these circumstances were not reasonably foreseeable until recently when the full impact of COVID-19 on Enterprise’s business became clear as set out in detail above. We are providing as much notice as is practicable under the circumstances and given the rapid pace at which this situation has developed.

Given these unforeseeable circumstances, we are writing to inform you that a mass layoff will occur at Clayton Corporate Park, located at 600 Corporate Park Drive in Clayton, Missouri. The expected date of this layoff is April 30, 2020, or within 14 days commencing on that date. At this time, this mass layoff is expected to be permanent.

The following is a list of the job positions and number of individuals who will be affected by the mass layoff:

Job Titles of Positions Affected	Number of Affected Employees in Each Job Classification
Account Coordinator	4
Account Manager	4
Account Specialist	1

Accounting Coordinator	6
Accounting Director	1
Accounting Manager	2
Accounting Supervisor	2
Accounts Payable Coordinator	2
Accounts Receivable Coordinator	4
ACE Analyst	1
ACE Data Scientist Senior	2
ACE Program Lead	1
ACE Senior Data Steward	1
ACE Software Engineer Senior	1
Administrative Assistant	11
Airport Properties and Relations Director	1
Airport Properties and Relations Specialist	2
Analytical Training Specialist Senior	1
Architectural Design Specialist	1
Assistant Financial Analyst	1
Ask Payroll Support Administrator	2
Associate Program Manager	6
Aviation Specialist Senior	1
Benefits Communication Manager	1
Benefits Communication Writer	1
Benefits Specialist	1
Brand Asset Specialist	1
Brand Identity 3D Designer	1
Brand Identity Director	1
Brand Integrity Assessor	4
Brand Integrity Manager	1
Brand Marketing Manager	1
Brand Marketing Specialist	2
Business Analyst	6
Business Management Analyst	1
Business Rental Strategic Account Manager	1
Business Rental Strategic Sales Director	3
Business Rental Strategic Sales Manager	3
Car Sales Account Specialist	1
Car Sales Coordinator	7
Card Program Coordinator	1
Change Management Analyst	1
Channel Marketing Specialist	1
Commercial Contracts Attorney	2
Commodity Specialist Senior	2

Commute Support Coordinator	1
Compensation Manager	1
Compliance and Reporting Analyst	1
Compliance Specialist	1
Construction Manager	1
Consumer Insights Specialist	1
Contract Coordinator	1
Content and Publicity Coordinator	3
Content and Publicity Specialist Senior	1
Corporate Car Sales Inventory Manager	1
Corporate Claims Coordinator	1
Corporate Claims Manager	1
Corporate Claims Specialist Senior	1
Corporate Construction Specialist	1
Corporate Counsel	2
Corporate Development Director	1
Corporate Remarketing Manager	1
Corporate Talent Development Coordinator	1
Corporate Training Resource Manager	1
Creative Marketing Specialist Senior	1
Creative Services Coordinator	1
Creative Services Manager	1
Creative Supervisor	1
Creative Video Specialist Senior	1
Credit Program Representative	1
Data & Analytics Strategy Director	1
Data Control Coordinator	1
Dealership Sales and Business Development Director	1
Digital Architect	1
Director	1
Environmental Compliance Specialist Senior	2
Environmental Design Manager	1
Environmental Design Specialist	4
Executive Assistant	11
External Reporting Accountant	1
Field Truck Maintenance Manager	1
Financial Systems Analyst	3
General Office	1
Global Franchise Risk and Vehicle Repair Manager	1
Global Franchise Support Director	2

Global Franchise Support Specialist	1
Global Mobility Coordinator	1
Government & Public Affairs Analyst	1
Government & Public Affairs Coordinator	1
Grants Specialist	1
Graphic Artist	3
Graphic Designer	1
HR Systems Analyst Senior	1
HRIS Coordinator	1
HRIS Reporting Analyst	1
Intellectual Property Manager	1
Interactive Artists	1
Intern	2
Internal Audit Manager Senior	1
Internal Audit Software Engineer	1
Internal Auditor	4
Internal IT Auditor	1
Internal IT Audit Manager Senior	1
IT Business Analyst Senior	1
IT Engineer 2	7
IT Engineer 3	2
IT Manager	8
IT Product Administrator Senior	3
IT Project Manager	2
IT Software Analyst	3
Labor Relations Coordinator	1
Lease Administrator	1
Liability Supervisor	1
Manager	1
Marketing Analyst	2
Marketing Automation Specialist Senior	1
Marketing Campaign Manager	1
Marketing Campaign Specialist	3
Marketing Procurement Specialist	2
Media Manager Senior	1
Meeting Coordinator	3
Meeting Planner	2
Operational Support Specialist	5
Privacy Coordinator	1
Privacy Specialist	1
Procurement Administrator	2
Product Delivery Specialist	2
Product Discovery Specialist	2

Product Manager	6
Product Owner	11
Product Ownership Manager	1
Product Portfolio Manager	1
Project Manager	2
Project Specialist	1
Real Estate Specialist	1
Recruitment Marketing Coordinator	1
Reporting Analyst	5
Reporting Coordinator	2
Research Analyst	1
Retirement Plan Analyst Senior	1
Risk Management Systems Analyst Senior	1
Sales Coordinator	2
Sales Director	3
SCM Contract Specialist	1
SCM Manager	3
SCM Vendor Management Analyst	2
Search Engine Optimization Analyst	1
Security & Investigations Manager	1
Service Advisor	1
Service Operations Advisor	3
Software Engineer	1
Software Testing Analyst	1
Senior Accounting Coordinator	2
Senior Accounts Payable Coordinator	1
Senior Insurance Billing Coordinator	1
Staff Accountant	10
Supplier Diversity Manager	1
Supply Chain Director	1
Systems Automation Specialist	3
Talent Acquisition Manager	1
Tax Accountant	3
Tax Manager	1
Training Designer/Developer	3
Travel Agency Sales Director	3
Travel Agency Sales Manager	1
Treasury Analyst	1
Truck Business Analyst	1
Truck Maintenance Manager	1
User Experience Designer	1
User Experience Researcher	2
Vehicle Acquisition Coordinator	2

Vehicle Acquisition Manager	1
Vehicle Administration Director	1
Vehicle Buy Coordinator	1
Vehicle Specification Coordinator	1
VSAS Coordinator	1
VSAS Supervisor	1

There will not be any bumping rights for affected employees—that is, employees will not be able to displace more junior employees out of their job positions as a result of this mass layoff.

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Enterprise was unable to provide more notice of this action because these circumstances were not reasonably foreseeable until recently when the full impact of COVID-19 on Enterprise’s business became clear as set out in detail above. We are providing as much notice as is practicable under the circumstances and given the rapid pace at which this situation has developed.

Given these unforeseeable circumstances, we are writing to inform you that a mass layoff will occur at the Contact Center, located at 8421 Saint John Industrial Drive in St. Louis, Missouri. The expected date of this layoff is April 30, 2020, or within 14 days commencing on that date. At this time, this mass layoff is expected to be permanent.

The following is a list of the job positions and number of individuals who will be affected by the mass layoff:

Job Titles of Positions Affected	Number of Affected Employees in Each Job Classification
Global Development Manager	1
Payroll Coordinator	2
Regional Revenue Manager	4

Revenue Management Analyst	17
Revenue Management Consulting Analyst	4
Revenue Management Support Representative	4

There will not be any bumping rights for affected employees—that is, employees will not be able to displace more junior employees out of their job positions as a result of this mass layoff.

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